

## West Hartford Clean Energy Task Force

### Meeting Notes

Date: September 19, 2012

Time: 7:00 PM

Location: Town Hall, Room 422

Participants: Paul Popinchalk, Joe Campanella, Robert Palmer, Catherine Diviney, Roger Smith, Judy Allen, Rob Bell, Justin Haaheim, Susan Begin, Chris Nelson

1. Town Council Resolution on rejoining Clean Energy Communities program– postponed to Sept 27<sup>th</sup> at 7:30.  
Includes goals for towns to reduce energy consumption 20% by 2018 and clean energy purchase- 20% by 2018.  
We have 86 points. When we get to 100, get \$15,000. Paul, Judy to attend and speak in support. Others encourage to attend. Catherine to attend if there are questions.
2. CEFIA Community Innovations Grant Reporting (2008). Catherine plans to close the book on this and apply for additional \$2000.
3. ESPC Project Update- W. Hartford and Bloomfield finished selection process. Selected Ameresco. Next step would be investment grade audit (\$.04/ft<sup>2</sup>). Up to 6 months to complete. Task force would like to have public comment opportunity.
4. Hotel- no updates. Interviews start first week of October. Initial selection to be done by Rob Rawlson, Ron Van Winkle, Chris Johnson, Pat Alair.
5. PACE (Property Assessed Clean Energy) district- new state program (managed by CEFIA) to allow businesses do energy improvements on their property as a self-assessment paid off over time through their property taxes. Benefits of PACE- allows efficiency and renewables, and any improvements would transfer to future property owners.  
Town on board with it.  
**To do:** Resolution for town council to opt in. Judy- suggestion to make resolution include some specific language about the types of improvements included.
6. Microgrid RFI (request for information) from DEEP  
DEEP has \$15M for interconnection/engineering costs to create microgrids (able to operate when grid goes down) that serve a public purpose. Focused on critical facilities. In W. Hartford, potential for hotel, town hall, library, police station or Elmwood Community Center/Fire House/Library/Gas Station. Concern over length of timeline (2 months to complete feasibility study. Even doing a competitive process to find someone to do a study might take longer.) Paul to send DEEP presentation to task force list. Should WH try to work with company that designs and constructs or one that designs/plans and then subs out the work. Catherine to meet with Paul.

7. Justin Haaheim- consulting update. Term with us over as of September 2012. Feedback on his time: Paul found the coaching useful on organizing. Susan appreciated that he kept us focused on action items when facilitating our meetings. Bob- helped us identify strategy for where to go next. Catherine- we struggled with how to make best use of Justin.  
Recommendation from Justin- consider assigning roles within CETF and within projects. Explicit, written out plan and timeline for all projects we're working on.
8. Business Outreach Update
  - Summary of CT Clean Energy Communities Mtg- Efficiency Fund will support mailers to businesses, give templates to edit. Help us organize event, etc.
  - Project oversight (?)- need someone to help ensure all the elements stay on track.
  - Materials (Sue, Roger)- Sue started a draft fact sheet. Question- what to call this campaign? WH Green Business Initiative. Business Energy Initiative. WH Green Business with energy under it? Judy warns against allowing businesses to "greenwash" if they're just doing efficiency- green means more. Chris- our green initiative may encompass non-energy measures in future years, so don't want to preclude.  
**To do:** Please give Sue any feedback on text/design including on the name by Friday 9/21 so we can finalize for early Oct.
  - Testimonials (Joe)- **to do:** try to find a business who has done more than lighting willing to be featured. Catherine has town buildings that have gone through program. Feature one that would be recognizable and send to Sue.
  - Recognition (Sue, Roger, Catherine) "Honor Roll" with window sticker. Also WH website. Work on this after other materials done.
  - Presentation content (Roger, Steve)- Roger drafted sample script/quick pitch for phone/in-person/presentation to provide some consistent basis for what we say.  
**To do:** get feedback to Roger by 9/21. Catherine to send to Diana for feedback, answers to questions listed on sheet.
  - Coalition building (Burke with Joe) Park Road Business Association- they're organizing their parade (early Oct.) Burke suggests approach after parade. Elmwood (1<sup>st</sup> Fri of the month- Oct 5<sup>th</sup>.) Joe to speak with Burke to get on that agenda and have Burke and World Energy present.

Identified partners:

- Park Road Business Association
- Chamber of Commerce
- Property Managers- Udolf, Clark, Sinatra, Simons
- Rotary Club

- Local country clubs
- Vendor selection and relations (Joe, Catherine)
  - CEFIA (solar); CL&P (HES, SBEA) – how can we approve vendors to help ensure quality? Chris Johnson, procurement director sent to legal/risk management for response. What is process to get from 26 to 2? Informal request for qualifications with potentially online survey with interviews?

Vendors Joe has approached:

- World Energy Solutions- gave list of partners and % of contract as finders' fee.
- Conservation Services (ConnServ)- gave list of partners and % of contract as finders' fee.
- New England Energy- no response
- Paquette- no response
- Web page/contact (Catherine)
- Outreach to businesses (?, Judy, Rob)0
  - **To do:** Google Doc for tracking – Roger to create
- Finders Fee (Rob)
  - To do: Brainstorm ways to use. If we accept \$ should go to dedicated project/ cause.

**Next Meeting** Wed October 3, 7pm to prep for the presentation on the 5<sup>th</sup>.